

**STATE OF RHODE ISLAND  
DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES**

**PUBLIC NOTICE OF PROPOSED RULE-MAKING**

In accordance with Rhode Island General Law (RIGL) 42-35 and 42-72-5, notice is hereby given that the Department of Children, Youth and Families proposes to adopt the following DCYF rule:

**CULINARY EQUIPMENT**

This new rule, in compliance with the federal court order relating to RI Training School residents and the accreditation standards of the American Correctional Association for Juvenile Training Schools and Juvenile Detention Facilities, identifies procedures for the safe and secure handling of all culinary equipment at the RI Training School.

In the development of this rule, consideration was given to the following: (1) alternative approaches and (2) overlap or duplication with other statutory and regulatory provisions. No alternative approach or duplication or overlap was identified based upon available information.

This proposed rule is accessible on the R.I. Secretary of State's website (<http://www.sec.state.ri.us/ProposedRules/>) and the DCYF website (<http://www.dcyf.ri.gov>) or available in hard copy upon request (401-528-3685). Interested persons should submit data, views or written comments by January 23, 2011 to Susan Bowler, Administrator for Families and Children, Department of Children, Youth and Families, 101 Friendship Street, Providence, RI 02903 ([Susan.Bowler@dcyf.ri.gov](mailto:Susan.Bowler@dcyf.ri.gov)).

In accordance with RIGL 42-35-3, an oral hearing will be granted if requested by twenty-five (25) persons, by an agency or by an association having at least twenty-five (25) members. A request for an oral hearing must be made within thirty (30) days of this notice.

# **Culinary Equipment**

Rhode Island Department of Children, Youth and Families  
Division of Juvenile Correctional Services: Training School

Policy: 1200.0838

Effective Date:

Version: 1

The RI Training School accurately accounts for all knives, cleavers and potentially dangerous culinary equipment in order to maintain security and control.

Related Procedure

Culinary Equipment

Related Policy

Unusual Incident Report

Tool and Equipment Control at the RI Training School

## **Culinary Equipment**

### **Procedure from Policy 1200.0838: Culinary Equipment**

- A. Potentially dangerous culinary equipment and tools are maintained securely and counted on a prescribed schedule.
  - 1. Within the kitchen
    - a. All knives and cleavers are kept in a locked cabinet when knives are not in use.
    - b. The Principal Cook or Senior Cook receives the key to the locked cabinet from the Master Control Center (MCC) at the beginning of the shift and returns the key to the MCC at the end of the shift.
    - c. All knives and cleavers are counted twice daily by the Principal Cook or Senior Cook: once in the morning when he/she comes on duty and at the end of the day when he/she finishes his/her tour of duty.
    - d. The Principal Cook or the Senior Cook immediately reports any missing culinary equipment to the MCC.
    - e. The Principal Cook or the Senior Cook immediately completes an Unusual Incident Report in conformance with DCYF Policy 1200.0827, Unusual Incident Report.
  - 2. Within the Culinary Arts program
    - a. All knives and cleavers are kept in a locked cabinet in the Culinary Arts kitchen when not in use.
    - b. The Culinary Arts teacher receives the key to the locked cabinet from the MCC at the beginning of the school day and returns the key to the MCC at the end of the school day.
    - c. The Culinary Arts teacher counts all culinary equipment twice per class: at the beginning and at the end of the class period.
    - d. The Culinary Arts teacher supervises the distribution and use of all utensils.
    - e. The Culinary Arts teacher immediately reports any missing culinary equipment to the MCC.
    - f. The Culinary Arts teacher immediately completes an Unusual Incident Report in conformance with DCYF Policy 1200.0827, Unusual Incident Report.
- B. Kitchen and culinary arts staff supervise vendors in conformance with DCYF Policy 1200.0855, Tool and Equipment Control at the RI Training School.
- C. Paragraphs A and B are consistent with American Correctional Association Standards 3-JDF-3A-23 and 3-JTS-3A-23.